

Meeting Summary



INFORMATION

| | | | | | | | |
|------------------------------|--|--------------------|--------|-----------------|--------|------------------|--|
| DATE: | 07/15/2010 | START TIME: | 2:00pm | END TIME | 4:00pm | LOCATION: | NH National Guard Army Aviation Support Facility |
| SUBJECT/ PROJECT: | Information Technology Council (IT Council) | | | | | | |
| PURPOSE: | Scheduled Meeting | | | | | | |
| CHAIRPERSON: | Lieutenant Colonel David Routhier, Director of Information Management, New Hampshire National Guard | | | | | | |
| ATTENDEES: | <p><u>IT Council Members:</u></p> <p>Rebecca Landry, IMS Director, city of Keene; Lieutenant Colonel David Routhier, Director of Information Management, New Hampshire National Guard; Representative Charles Townsend, Grafton County; Science, Technology and Energy Committee</p> <p><u>IT Council Designees</u></p> <p>ChristiAne Mason, Public Utilities Commission, Director of Administration; Kevin P. O'Brien, Dept. of Safety, Chief of Policy & Planning; Michael Pillsbury, Dept. of Transportation, Deputy Commissioner</p> <p><u>Guest Attendees:</u></p> <p>Kenneth Graf, public guest</p> <p><u>Department of Information Technology Staff:</u></p> <p>Rebecca Bolton, IT Manager, Agency Software Division; Frank Catanese, Director, Operations Division; Gail Hambleton, IT Manager, Agency Software Division; Peter C. Hastings, Interim Chief Information Officer/Commissioner; Mary Houde, Assistance Director, Agency Software Division; Jay Joplin, Supervisor, Technical Support Services; Dave Vigneau, IT Manager, Information Technology Security Group; Leslie Williams, Manager, Information Technology Security Group</p> | | | | | | |
| ABSENTEES: | <p>Art Durette, NH Association of Counties Representative, Deputy Sherriff Hillsborough County; Nina Gardner, Judicial Council, Executive Director; George N. Campbell, Jr, Dept. of Transportation, Commissioner; Kevin Clougherty, Dept. of Revenue Administration, Commissioner; Thomas B. Getz, Public Utilities Commission, Chairman; Linda Hodgdon, Dept. of Administrative Services, Commissioner; Senator Deborah Reynolds, District 2; Earl M. Sweeney, Dept. of Safety, Assistant Commissioner; Nicholas Toumpas, Dept. of Health and Human Services, Commissioner</p> | | | | | | |
| ITEM # | AGENDA | | | | | | |
| 1. | Welcome and Introduction of Meeting Attendees, David Routhier | | | | | | |
| | Meeting Minute Approval, May 13, 2010 Meeting | | | | | | |

| | |
|----|---|
| 2. | Review IT Council Charter; clarify membership and identify meeting attendees, David Routhier |
| 3. | Brief summary of ARRA NH Broadband Grant, Dave Routhier |
| 4. | Brief overview of three technology focus areas of State of NH Group of Commissioners, Dave Routhier |
| | |

| ITEM # | MINUTES |
|--------|--|
| 1. | LTC David Routhier welcomed the IT Council Members and Guests. |
| | The May 13, 2010 Meeting Minutes were approved once there was a quorum. |
| 3. | <p>ARRA NH Broadband Grant</p> <p>LTC David Routhier explained that significant ARRA funding has been awarded to the University of New Hampshire to improve the States' Broadband infrastructure.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • New Hampshire Public Television will manage this project. • Major objectives of this project are to help join Agencies securely and to increase bandwidth. • Although virtually every Municipality and State Agency will be positively impacted; the major stakeholders are Dept. of Safety (DOS), Dept. of Transportation (DOT), NH National Guard, and Dept. of Resource and Economic Development (DRED). • This infrastructure will include a microwave back-bone with some fiber related to DOT-specific needs. |
| 2. | <p>Review IT Council Charter</p> <p>A copy of Title I, Chapter 21-R, Section 21-R:6 Information Technology Council was distributed to all members of the IT Council.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • LTC David Routhier noted that IT Council Members need to understand that their role is to provide the Department of Information Technology (DoIT) with strategic assistance and to help with negotiations and collaborations among the Executive Branch Agencies as it relates to information technology. • Action Item: Director Mason inquired whether the IT Council members stated as heads of department appointed by the governor could send designees to IT Council Meetings. |
| 4. | <p>Technology focus areas of State of NH Group of Commissioners</p> <p>LTC David Routhier told the IT Council that Commissioners are meeting on a regular basis to improve collaboration at the highest levels of State Government.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • The State of New Hampshire is increasingly looked at as a single entity, much like any large Corporation. • The Commissioners are authoring three Governing Documents with an information technology focus as follows: <ul style="list-style-type: none"> • Infrastructure • Communications/Radio • Geographic Information Systems (GIS) • Representative Charles Townsend inquired who initiated this collaboration. LTC David Routhier responded that the Commissioners themselves did. • Interim Commissioner Hastings added that the State must learn how to share resources better among Agencies and noted disparate GIS resources as an example where we could improve. |

| | |
|--|---|
| | <p>For example, there is progress being made on combining three separate projects for the Dept. of Revenue Administration (DRA), DOT, and DOS into one project to improve efficiencies. Another example of collaboration includes efforts to consolidate 150 servers into 6 more powerful servers which will result in hundreds of thousands in energy savings.</p> <ul style="list-style-type: none"> • Representative Charles Townsend noted that state Departments have been working as silos for a long time and asked why they are collaborating now? • LTC David Routhier responded that cultural change starts slow and grows. • Assistant Director Houde added that budget and funding issues are likely drivers of this increased collaboration, although there continues to be the “haves” and the “have nots” which needs to change. • Rebecca Landry, IMS Director, city of Keene, explained that funding is an issue for Keene as well. Departments within the city of Keene pay a certain amount annually per PC and devices are replaced when there is enough money collected to cover the replacement costs. • Dave Vigneau suggested that the State better utilize its’ buying power based on volume purchases. • LTC David Routhier asked the IT Council whether the State should move forward by consolidating email Domains. Specifically, should we migrate the Insurance Department to Microsoft Exchange on the States’ core Domain (Granite)? Once this is accomplished the Insurance Department and the Department of Safety, a smaller Department and a larger Department, could then proceed to test smart phones. • Interim Director Hastings suggested that upon completion of the Insurance/Safety test, we should continue to centralize smaller Departments onto a common Domain. • Director Catanese added that he felt the State should move toward standardization onto one email platform but that it becomes an issue when one Agency needs to upgrade to a newer version and has the funding to do so but some of the other centralized Agencies do not have the funds to pay for the necessary licensing. • Leslie Williams, Manager Information Technology Security Group, advised that currently the Granite Domain has Microsoft Exchange 2003 and we would need to upgrade to Microsoft Exchange 2007 or higher in order to have the necessary security in place to test smart phones. • Assistant Director Houde inquired how we mandate that State Agencies stay consistent. • LTC David Routhier responded that Commissioners are responsible for maintaining consistency. • LTC David Routhier told the IT Council members that he would like to provide the Commissioners with an update on the email consolidation/smart phone test and asked what they thought of the proposed test. • Rebecca Landry, IMS Director, city of Keene, commented that she felt this would be a good first step. • Deputy Commissioner Pillsbury stated that conceptually he felt this was a good idea. He added that the funding model is very important and Agencies have different funding streams which complicates things. • Kevin P. O’Brien, Dept. of Safety, Chief of Policy & Planning, added that he thought it was a great first step. He added that he is beginning to see the Agency “silos” collapse for the first time since 1973. • Representative Charles Townsend stated that this is a good first step. • Director Mason inquired if there has been any new developments regarding a statewide email retention policy? • Interim Director Hastings replied that there is no statewide policy regarding email retention and that some of the Agency Heads are forming a workgroup to develop a common policy. |
|--|---|

| ACTION ITEMS | | | |
|-------------------|---|----------------|----------------|
| ITEM # | DESCRIPTION | Assigned To | Due Date |
| 1. | Contact the AG’s Office to verify designee authority of IT Council Members. | Rebecca Bolton | September 2010 |
| NEXT MEETING: TBD | | | |